



Application for West Virginia
Temporary Electrical License

1207 Quarrier St
Charleston, WV 25301
(304) 558-2191
www.firemarshal.wv.gov

Information and Instructions on obtaining a West Virginia Temporary Electrical License

1. You must be at least 18 years of age.
2. Temporary Electrician Licenses will be issued **one** time only. They are intended to get the individual to work while awaiting the next examination date to obtain a regular West Virginia Electrician License.
3. Temporary Licenses are only valid for 90 days for the Journeyman or Master level and 180 days for the Apprentice level. There are no extensions, renewals, or deferments for these licenses. Effective date starts the date that the Fire Marshal obtains your application for temporary licensure and will run 90 / 180 days from thereon. Temporary Licenses that are not being utilized for any reason are not subject to extensions, re-issues or refunds of any kind.
4. We recommend that you do submit your application for the West Virginia electrical exam at the same time that you obtain your temporary license, in order to avoid not being able to get scheduled for examination in time before your temporary license expires.
5. License fees are \$ 25.00 for the 180 day Apprentice Temporary License and \$ 50.00 for the 90 day Journeyman or Master Temporary License. These fees are non-refundable and are payable to the West Virginia State Fire Marshal.
6. Qualification requirements for temporary electrical licensure in West Virginia are as follows without any exceptions or variances:

Temporary Apprentice License requires the applicant to provide proof of either current enrollment or completion of either a federally approved formal apprenticeship program or an approved West Virginia electrical vocational program of no less than 1080 hrs. Such proof must be either a certificate of completion of one of these programs or a letter of verification that indicates that the applicant is currently enrolled in one of the programs.

Temporary Journeyman License requires the applicant to provide proof of completion of either a federally approved formal apprenticeship program or completion of an approved West Virginia electrical vocational program of no less than 1080 hrs **and** at least 4 years work experience in the electrical field. This requirement cannot be bypassed by having tested into a Union Journeyman Wireman card without completing the apprenticeship program.

Temporary Master License requires the applicant to provide proof of completion of either a federally approved formal apprenticeship program or completion of an approved West Virginia electrical vocational program of no less than 1080 hrs **and** at least 5 years work experience in the electrical field. Such work experience has to include some residential, some commercial and some industrial work experience.

7. Please complete the Temporary License application form legible and in ink. Submit it along with the required proof of enrollment or completion of approved programs and the applicable license fee to the West Virginia State Fire Marshal's Office. Incomplete applications or applications submitted without the proper documentation will not be reviewed. Applications submitted without license fee will be purged within 7 days of receipt. Do not submit first 2 pages of information and instructions.
8. Please allow 10 working days for your temporary application to be processed. Should you not meet the qualifications for licensure, your application and fee will be returned to you with a letter of explanation.
9. If you have any questions not answered above, please contact us at 304-558-2191 Ext. 53219 or via our website at www.firemarshal.wv.gov



Office Use Only

Approved On:

By:

Typed:

Lic. Number:

Application to obtain a West Virginia Temporary Electrician License

1. Applicant Information

| | | | |
|------------------------|--|----------------------------|--|
| Name (Last, First, MI) | | | |
| Mailing Address | | | |
| Contact Phone | | Valid Email Address | |
| Social Security Number | | Date of Birth (MM/DD/YYYY) | |

2. License Information

| | | |
|---|--|----------|
| License Level (please clearly check the requested license level) | <input type="radio"/> 180 Day Apprentice License | \$ 25.00 |
| | <input type="radio"/> 90 Day Journeyman License | \$ 50.00 |
| | <input type="radio"/> 90 Day Master License | \$ 50.00 |
| Prospective Employer's Name | | |
| Prospective Employment Location | | |

3. Education

| | | | |
|---------------------------------|--|--------------------------|--|
| Formal Apprenticeship Program | <input type="radio"/> currently enrolled | Expected Completion Date | |
| | <input type="radio"/> completed | Completion Date | |
| Apprenticeship Sponsored by | | | |
| WV Electrical Vocational Course | <input type="radio"/> currently enrolled | Expected Graduation Date | |
| | <input type="radio"/> completed | Graduation Date | |
| Vocational School & Instructor | | | |

| 4. Work Experience (only required for Journeyman or Master License Applicants) | | | |
|--|--|-----------------------|--|
| Employer Name | | | |
| Employer Address | | | |
| Dates of Employment | | Total Months Employed | |
| Type of Work Performed | | | |
| | | | |
| Employer Name | | | |
| Employer Address | | | |
| Dates of Employment | | Total Months Employed | |
| Type of Work Performed | | | |
| | | | |
| Employer Name | | | |
| Employer Address | | | |
| Dates of Employment | | Total Months Employed | |
| Type of Work Performed | | | |
| | | | |

| 5. History / Information | | | |
|--|---|------------------------------|---------------------------|
| Are you currently licensed in another State? | <input type="checkbox"/> No | <input type="checkbox"/> Yes | State: Type License: |
| Have you ever been denied an electrical license in any other State? | <input type="checkbox"/> No | <input type="checkbox"/> Yes | Which State: |
| | If answered Yes, please explain on separate sheet | | |
| Have you ever had an electrical license revoked or suspended in any other State? | <input type="checkbox"/> No | <input type="checkbox"/> Yes | Which State: |
| | If answered Yes, please explain on separate sheet | | |
| Are you currently under investigation or indictment for faulty electrical work in any other State? | <input type="checkbox"/> No | <input type="checkbox"/> Yes | Which State: |
| | If answered Yes, please explain on separate sheet | | |

| 6. Affidavit | | | |
|---|--|------|--|
| <p>I, the applicant, certify that I have personally completed the application and / or verified all information given therein. All statements are true and correct. I understand that any falsified information may result in revocation of any WV Electrical License held by me, as well as criminal proceedings if deemed necessary. I am aware that this is a one time temporary license and it is my responsibility to obtain a permanent WV Electrical License in due time if I wish to do so. I realize that any work performed without a valid WV electrical license is illegal and will be prosecuted to the fullest extent of West Virginia State Law. I give permission to the West Virginia State Fire Marshal to contact any and / or all of my previous employers to inquire about my work experience as indicated on this application.</p> | | | |
| Signature | | Date | |